

**BLS Certification Test Committee
Homewood Suites - Richmond, Virginia
September 19, 2007
10:30 am**

Members Present:	Members Absent:	Staff:	Others:
Jeff Reynolds-Chair PJ Fleenor Diane Hutchison Tm Olander Steve Wade Debbie Akers Mel Losick	Kathy Eubank Dreama Chandler Helen Nelson	Greg Neiman	

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
I. Welcome	The meeting was called to order at 10:50 am.	
II. Introductions	Members of the Committee and Guests introduced themselves.	
III. Approval of Minutes	The minutes from the May 15, 2007 Committee Meeting were reviewed. (Attachment A)	Motion by: Mel Losick To accept the minutes as presented Second By: Diane Hutchison Vote: Unanimously Approved
IV. Discussion of Random Skills	Discussion	Motion by: Debbie Akers To adopt the Random skills set as listed. (Attachment B) Seconded By: Tom Olander Vote: Unanimously Passed
V. Review NREMT Sheets	Reviewed	
VI. Other Items	None	
VII. Assignments for next meeting	Committee Members will prepare an example of the check sheet for the following skills. Reference documents include the NREMT sheets and the Skill Teaching Sheets. The check sheets will be made to the template supplied by Jeffrey Reynolds and may or may not include a point count, but should include	

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
	critical criteria. Traction Splinting-Debbie Akers Extremity Splinting-Diane Hutchison Airway/Ventilation-Tom Olander Longboard-PJ Fleenor KED-Steve Wade Bleeding & Wounds-Jeffrey Reynolds Med Administration-Mel Losick Medical Assessment-Jeffrey Reynolds Trauma Assessment-Jeffrey Reynolds Jeffrey Reynolds will send template by 9/28/07 Completed assignments due to Greg Neiman by November 15, 2007	
VIII.	Next Meeting 11/28/07 10:30am	
IX. Adjourn	Meeting was adjourned at 2:20 pm	

BLS Certification Test Committee
September 19, 2007, 10:30 am
Agenda

- I. Welcome
- II. Introductions
- III. Approval of Minutes from 5/15/07
- IV. Discussion of Random Skills
- V. Review NREMT Sheets
- VI. Other Items
- VII. Assignments for next meeting
- VIII. Establish next meeting date/Combined Meeting with Evaluator Committee?
- IX. Adjourn

Attachment: A

May 15, 2007

**Minutes of the BLS Certification
Test Committee**

BLS Test Committee
Marriott West - Richmond, Virginia
May 15, 2007
10:30am

Members Present:	Members Absent:	Staff:	Others:
Jeff Reynolds-Chair PJ Fleenor Tom Olander Diane Hutchison Steve Wade Debbie Akers Kathy Eubank Mel Losick	Helen Nelson	Warren Short Tom Nevetral Greg Neiman Chad Blosser	

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
I. Welcome	The meeting was called to order at 1045.	
II. Introductions	The Committee introduced themselves.	
III. Approval of Minutes	The Committee reviewed the minutes from the February 27, 2007 meeting.	MOTION BY: Mel Losick To accept the minutes as presented SECOND: Kathy Eubank VOTE: Unanimous MOTION PASSES
IV. Registry Evaluation Sheets at Instructor Practical	The committee discussed the results of the Piloting of the NREMT sheets at the Instructor Practical Debbie reported that 80% of the evaluators were in favor of the sheets others felt the scenario didn't lend itself to properly evaluate the student.	

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
V. Other Items	Discussion	MOTION: Mel Losick Candidates will be evaluated individually at practical testing. Second: PJ Fleenor VOTE: Roll Call Vote: Debbie Akers: Yes PJ Fleenor: Yes Steve Wade: Yes Mel Losick: Yes Kathy Eubank: Yes Diane Hutchison: No Tom Olander: No MOTION PASSES
Adjourn for lunch	12:00pm	
Reconvened at:	12:35pm	
V. Other Items (Continued)	Discussion about whether the practical should have both Medical and Trauma Assessment or 1 Assessment Station that is randomly assigned Medical or Trauma.	MOTION BY: Debbie Akers That we do not require candidates to complete a PPCR during Practical Testing and that this item go forward to PDC for immediate implementation. SECONDED BY: Kathy Eubank VOTE: Unanimous MOTION PASSES
	Discussion The Assessment Station will be a hands on assessment but verbalized treatment	MOTION BY: Debbie Akers Do an assessment station that will evaluate their assessment ability and critical thinking skills using the NREMT ALS Testing as a model SECOND BY: PJ Fleenor VOTE: Unanimous MOTION PASSES

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
	Discussion	MOTION BY: Kathy Eubank That we test both Medical and Trauma Assessments. SECOND BY: Tom Olander VOTE: Unanimous MOTION PASSES
	Discussion	MOTION BY: Debbie Akers Individual random skills testing will be done with a silent assistant assigned from the candidate pool. SECOND BY: Mel Losick VOTE: Unanimous MOTION PASSES
	The Committee discussed what the Random Skills Station should test.	
VI. Assignments for Next Meeting	All committee members decide what they would include in the Random Skills and be ready to present their ideas at the next meets	Send the Competency List
VII. Establish Next Meeting Date	September 19, 2007 10:30am – Location TBA	
VIII. PUBLIC COMMENT	None	
IX. ADJOURNMENT	The Committee Adjourned at 2:35pm	

Attachment: B

Proposed Practical Skill Stations

PROPOSED FR/EMT PRACTICAL STATIONS

